

**REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS
OF SAN BERNARDINO COUNTY, CALIFORNIA
AND RECORD OF ACTION
JUNE 24, 2003**

29

FROM: **EMIL A. MARZULLO**, Director
Special Districts Department

SUBJECT: **CONTRACTS FOR MAINTENANCE AND REPAIR OF WATER AND
WASTEWATER LINES AND SERVICES FOR ALL SPECIAL DISTRICTS,
COUNTY SERVICE AREAS, IMPROVEMENT ZONES AND CRESTLINE
SANITATION DISTRICT**

RECOMMENDATION: Acting as the governing body for all Board-governed County service areas and improvement zones with water and sanitation powers and the Crestline Sanitation District, approve the following contracts for maintenance and repair of water and wastewater lines and services from June 24, 2003 through June 24, 2006.

Contract No. _____	High Desert Underground	Not to exceed \$75,000/yr
Contract No. _____	Desert Design Engineering	Not to exceed \$75,000/yr
Contract No. _____	MMC Incorporated	Not to exceed \$75,000/yr
Contract No. _____	W.A. Rasic Construction	Not to exceed \$75,000/yr

BACKGROUND INFORMATION: Board-governed County service areas and improvement zones with water and sanitation powers and the Crestline Sanitation District maintain and operate water and wastewater transmission and distribution pipelines for domestic, fire flow, and irrigation uses. The districts, on occasion, require emergency repairs that exceed the capabilities of staff and equipment available. Due to the immediate and critical nature of water distribution facilities in these districts, the ability to have pre-qualified, stand-by contractors available greatly reduces emergency response time to mobilize and initiate the repairs needed to place the lines back in service. In addition, the extra resources provided by these contractors enhance and expedite the districts' capability to respond to routine repair calls. Some districts require above average maintenance efforts. District staff, due to equipment or personnel limitations, cannot properly perform extensive maintenance thereby necessitating the need for contract help. The current contracts expire on June 30, 2003.

On April 22, 2003, the Board of Supervisors approved issuance of a Request for Proposal (RFP) to solicit proposals from qualified Contractors. On May 7, 2003 four (4) proposals were received. A selection committee of District staff reviewed the proposal and determined that best District coverage could be achieved if all four respondents were selected.

Staff recommends that the above firms be awarded a contract for a three-year term each. Having more than one contractor available for these services will benefit all Districts. Staff deems all proposals to be reasonable and within acceptable cost ranges for this type of service.

Total costs to all Districts that require this service typically does not exceed \$75,000 per fiscal year, based on actual previous expenditures

Record of Action of the Board of Supervisors

29

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JUNE 24, 2003

PAGE 2

The amount of each contract is based on a not to exceed amount, which was determined by previous fiscal years actual expenditures for the type of service. Costs for this service will be paid from the Districts individual operating accounts. Invoicing will be per repair and District Staff will monitor the costs for actual work performed and accomplished. Contractors will only invoice and be paid for work approved. Total aggregate costs for all four (4) contracts shall not exceed \$300,000 per fiscal year.

REVIEW BY OTHERS: This action has been reviewed by County Counsel (Jean-René Basle) on June 16, 2003, and by the County Administrative Office (Wayne Thies, Administrative Analyst) on June 13, 2003.

FINANCIAL IMPACT: Expected costs of the contract will not exceed an aggregate total amount of \$300,000 per year for a three-year aggregate contract total of \$900,000, based on a total of four contractors. Each of the individual four contracts has been structured to not exceed \$75,000 per fiscal year. Funds from individual district operating accounts are currently budgeted and will be budgeted in future fiscal years to accommodate this contract. All costs will be billed per approved fee schedules that will be made a part of the contract and specific work assignments, which will be approved by district staff prior to payment(s) being made.

COST REDUCTION REVIEW: The County Administrative Office has reviewed this agenda item and concurs with the department's request and recommends this action based on the need for this service and the general health, welfare and safety of the citizens residing in the Districts served by San Bernardino County. The expenditures for this service will be funded from individual District operating account budgets and will have no impact on the County's General Fund.

SUPERVISORIAL DISTRICT(S): First, Second and Third

PRESENTER: EMIL A. MARZULLO - (909) 987-5950